

Return to Time Warner Cable

**PUBLIC ACCESS
PROGRAM SCHEDULING APPLICATION**

This Program Scheduling Application must be completed and signed by all producers requesting the presentation of their Cable Programming on a public access channel on the cable television system owned and operated by Time Warner Cable serving the following communities in New York State: Brockport, Byron, Chili, Churchville, Clarendon, Clarkson, Gates, Greece, Hamlin, Hilton, Holley, Murray, Ogden, Parma, Riga, Spencerport, Sweden.

Name

Street Address

State

Zip Code

Phone

Email

requests that the following Cable Programming be scheduled for presentation on the public access channel on the Time Warner Cable system:

Title of Program _____

Series type

- a. _____ Special (1 Program)
_____ Series
_____ Number of programs in Series
- b. Program Length (check one): __ 28 minutes __ 58 minutes
- c. Target Audience (Optional)
Children _____ Teens _____ Adults _____
General _____ Seniors _____
Other (specify) _____
- d. Content Style (Optional)
Magazine Format _____ Interview _____ Comedy _____
Demonstration _____ Narrated _____ Variety _____
Special Event _____ Simulation _____

Other (specify) _____

e. Target Dates

Is it pertinent that your program airs during a specific time period? _____

If Yes, indicate time _____

Second preference _____

Third preference _____

NOTE: Consistent with the regulations of the New York State Public Service Commission, public access channels are available for use on a first-come, first-served basis. Therefore, due to previous programming commitments, you may not receive the time slot you request.

f. Program Description (Optional):

You may use the following space to provide a brief and accurate outline your program(s).

DESCRIPTION _____

PUBLIC ACCESS PROGRAM RULES

- (1) Every Producer applying to schedule Cable Programming must be a resident of the communities served by the system.
- (2) Producers should not represent that Time Warner Cable is responsible for or approves the Cable Programming.
- (3) Tapes must be in one of the following formats:
 - DV CAM (recorded in SP speed)
 - Mini DV (recorded in SP speed)
 - DVC pro 25
 - Betacam
- (4) Each Cable Program will have a running time of either exactly 28 minutes or exactly 58 minutes. Any show that goes over the running time guidelines will not air.
- (5) Each Producer may schedule no more than one Cable Program (of either 28 minutes or 58 minutes length) per week.

- (6) Tapes must be hand-delivered to 71 Mt. Hope Avenue, Rochester, NY 14620 between the hours of 8:00 a.m. and 8:00 p.m. (Monday-Friday) or mailed to that location, Attention: Master Control.
- (7) Tapes must be delivered a minimum of 72 hours in advance of airing.
- (8) After airing, tapes will have to be picked up at the same location or a self-addressed stamped envelope provided to Time Warner Cable so that the tape may be returned by mail.
- (9) TWC will keep a tape on hold pick-up for 30 calendar days. After such time the tape will be recycled.
- (10) Producer releases Time Warner Cable from liability arising from: the loss, destruction or damage to the tape beyond the cost of replacement of the tape itself; the failure to cablecast the program; or for failure to cablecast at the scheduled time.
- (11) Applications and assigned time periods are not assignable or transferable.
- (12) Time Warner Cable will maintain records of channel use as available for public inspection as required by Section 895.4(c)(10) of the NYPSC regulations. These records will include the names and addresses of all persons using or requesting the use of a public access channel.
- (13) Upon Time Warner Cable's request, Producer shall promptly furnish to Time Warner Cable all information with respect to Producer's compliance with these Rules, or that may be necessary for the preparation of any reports or other documents that Time Warner Cable may be required or requested to file with any federal, state or local governmental authority or agency.
- (14) Use of channel time on a public access channel shall be without charge to the Producer as provided in Section 895.4(c)(6) of the NYPSC regulation.
- (15) All Cable Programming on public access must be non-commercial in purpose. It may not contain any commercial content or in any way promote the sale or use of any commercial product or service.
- (16) The Cable Programming shall not contain any obscene content or any other content not protected by the U.S. Constitution.
- (17) Producer is solely responsible for Cable Programming content. Producer hereby warrants and represents that Cable Programming complies in all respects with every applicable federal, state, and local statute or law, and does not infringe the personal rights or the property rights of any person. By way of example and not by way of limitation, Producer warrants that its Cable Programming does not violate copyright laws or other laws protecting intellectual property and that all necessary copyright clearances have been obtained (including synchronization rights and music performance rights); does not infringe any trademark, trade name, service mark, or any other property right; does not contain libelous or slanderous material; and does not constitute invasion of privacy, incitement, obstruction of law enforcement, or create a danger of injury to persons or property.
- (18) All tapes will have "copyright" and the year the Cable Programming was produced at the end of the program.
- (19) Other than closed captioning on line 21 of the vertical blanking interval and other program related material of which Producer will give notice to Time Warner Cable, Producer represents and warrants that nothing other than the principal video and accompanying principal audio of the programming is included or embedded in or around the Cable Programming signal delivered to Time Warner Cable and that Producer recognizes that Time Warner Cable has the right to remove or block any other content using any means deemed appropriate by Time Warner Cable.
- (20) Time Warner Cable will not exercise editorial control over the Cable Programming on public access, consistent with Section 895.4(c)(8) of the NYPSC regulations.
- (21) In the event Time Warner Cable believes that a Cable Programming submitted for exhibition contains material proscribed pursuant to Federal, state or local laws, rules or regulations or pursuant to Paragraphs 3.d., e. and/or f, Time Warner Cable shall notify Producer, who may edit such program or withdraw same. Time Warner Cable shall be under no obligation to cablecast any Access Program which it reasonably believes to be in violation of any requirement of these rules.
- (22) Producer shall comply with every applicable federal, state and local statute or law, including without limitation the provisions of all franchises under which the System operates and FCC and New York State requirements.

- (23) Producer shall not engage in any conduct or behavior reasonably deemed by Time Warner Cable to be disruptive. This may include but is not limited to behaviors such as threatening and/or verbally abusing staff, volunteers, or users or deliberately sabotaging any project.
- (24) Violation of any Rule may subject Producer to cancellation of time reserved.

Acknowledgement:

I have read the Public Access Program Rules and will comply with the same:

Print _____

Sign _____

Date _____

Questions: 585.756.1587

Please complete and send to:

Time Warner Cable
71 Mount Hope Avenue
Rochester, NY 14620-1090
ATTN: Master Control